



## **DEPARTMENT OF LABOR**

### **Occupational Safety and Health Administration**

**[Docket No. OSHA-2010-0021]**

#### **Grantee Quarterly Progress Report; Extension of the Office of Management and Budget's Approval of Information Collection (Paperwork) Requirements**

**AGENCY:** Occupational Safety and Health Administration (OSHA), Labor.

**ACTION:** Request for public comments.

**SUMMARY:** OSHA solicits public comments concerning its proposal to extend the Office of Management and Budget's (OMB) approval of the information collection requirements specified in its Grantee Quarterly Progress Report.

**DATES:** Comments must be submitted (postmarked, sent, or received) by [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

#### **ADDRESSES:**

Electronically: You may submit comments and attachments electronically at [www.regulations.gov](http://www.regulations.gov), the Federal eRulemaking Portal. Follow the instructions online for submitting comments.

Facsimile: If your comments, including attachments, are not longer than 10 pages, you may fax them to the OSHA Docket Office at (202) 693-1648.

Mail, hand delivery, express mail, messenger, or courier service: When using this method, you must submit a copy of your comments and attachments to the OSHA Docket Office (Docket No. OSHA-2010-0021), Occupational Safety and Health Administration, U.S. Department of Labor, Room N-3653, 200 Constitution Avenue, NW, Washington, DC 20210. Deliveries (hand, express mail, messenger, and courier service) are accepted during the Department of Labor's and Docket Office's normal business hours, 10:00 a.m. to 3:00 p.m., e.t.

Instructions: All submissions must include the Agency name and OSHA docket number (OSHA-2010-0021) for the Information Collection Request (ICR). All comments, including any personal information you provide, are placed in the public docket without change, and may be made available online at [www.regulations.gov](http://www.regulations.gov). For further information on submitting comments, see the "Public Participation" heading in the section of this notice titled "SUPPLEMENTARY INFORMATION."

Docket: To read or download comments or other material in the docket, go to [www.regulations.gov](http://www.regulations.gov) or the OSHA Docket Office at the address above. All documents in the docket (including this Federal Register notice) are listed in the [www.regulations.gov](http://www.regulations.gov) index; however, some information (e.g., copyrighted material) is not publicly available to read or download from the website. All submissions, including copyrighted material, are available for inspection and copying at the OSHA Docket Office. You may contact Annette Braam, assistant director, Office of Training and Educational Programs, or Jim Brock, OSHA Training Institute Education Centers Programs, at the address below to obtain a copy of the ICR.

**FOR FURTHER INFORMATION, CONTACT:** Annette Braam, assistant director, Office of Training and Educational Programs, or Jim Brock, OSHA Office of Training Institute Education Centers Program, Directorate of Training and Education, OSHA, U.S. Department of Labor, 2020 S. Arlington Heights Rd., Arlington Heights, IL 60005-4102; telephone (847) 759-7781.

## **SUPPLEMENTARY INFORMATION:**

### **I. Background**

The Department of Labor, as part of its continuing effort to reduce paperwork and respondent (i.e., employer) burden, conducts a preclearance consultation program to provide the public with an opportunity to comment on proposed and continuing information collection requirements in accordance with the Paperwork Reduction Act of 1995 (PRA) (44 U.S.C. 3506(c)(2)(A)). This program ensures that the information is in the desired format, reporting burden (time and costs) is minimal, collection instruments are clearly understood, and OSHA's estimate of the information collection burden is accurate. The Occupational Safety and Health Act of 1970 (the OSH Act) (29 U.S.C. 651 et seq.) authorizes information collection by employers as necessary or appropriate for enforcement of the Act or for developing information regarding the causes and prevention of occupational injuries, illnesses, and accidents (29 U.S.C. 657).

Section 21 of the OSH Act (29 U.S.C. 670) authorizes OSHA to conduct directly or through grants and contracts, education and training courses. These courses must ensure that an adequate number of qualified personnel fulfill the purposes of the OSH Act, provide them with short-term training, inform them of the importance and

proper use of safety and health equipment, and train employers and workers to recognize, avoid, and prevent unsafe and unhealthful working conditions.

Under Section 21, OSHA awards training grants to nonprofit organizations to provide part of the required training. The Agency requires organizations that receive these grants to submit quarterly progress reports on their grant-funded training activities. These reports allow OSHA to monitor the grantee's performance and to determine if an organization is using grant funds as specified in its grant application. The Agency then compares the information in the quarterly progress report to the quarterly milestones proposed by the organization in the work plan and budget that accompanied the grant application. This quarterly information includes: identifier data (organization name and grant number); the date and location where the training occurred; the length of training (hours); the number of workers and employers attending training sessions provided by the organization; a description of the training provided; a narrative account of grant activities conducted; and an evaluation of progress regarding planned versus actual work accomplished. This comparison allows OSHA to determine if the organization is meeting the proposed program goals and objectives, and is spending funds in the manner described in the proposed budget.

Requiring these reports on a quarterly basis enables OSHA to identify work plan, training, and expenditure discrepancies in a timely fashion so that the Agency can implement appropriate action. In addition, information from these reports allows the Agency to assess an organization's ability to meet projected milestones and expenditures.

## **II. Special Issues for Comment**

OSHA has a particular interest in comments on the following issues:

- Whether the proposed information collection requirements are necessary for the proper performance of the Agency's functions, including whether the information is useful;
- The accuracy of OSHA's estimate of the burden (time and costs) of the information collection requirements, including the validity of the methodology and assumptions used;
- The quality, utility, and clarity of the information collected; and
- Ways to minimize the burden on employers who must comply – for example, using automated or other technological information collection and transmission techniques.

### **III. Proposed Actions**

OSHA is requesting that OMB extend its approval of the information collection requirements contained in the Grantee Quarterly Progress Report. As a result of an increase in the number of quarterly reports, the Agency is requesting an increase in burden hours – from 5,096 to 6,104. OSHA will summarize the comments submitted in response to this notice, and will include this summary in the request to OMB.

Type of Review: Extension of a currently approved collection.

Title: Grantee Quarterly Progress Report.

OMB Control Number: 1218-0100.

Affected Public: Not-for-profit organizations.

Number of

|  |            |
|--|------------|
| <u>Respondents:</u>                                | 109.       |
| <u>Frequency of Responses:</u>                     | Quarterly. |
| <u>Average Time Per Response:</u>                  | Varies.    |
| <u>Estimated Total Burden Hours:</u>               | 6,104.     |
| <u>Estimated Cost (Operation and Maintenance):</u> | \$0.       |

#### **IV. Public Participation — Submission of Comments on this Notice and Internet**

##### **Access to Comments and Submissions**

You may submit comments in response to this document as follows: (1) electronically at [www.regulations.gov](http://www.regulations.gov), the Federal eRulemaking Portal; (2) by facsimile (fax); or (3) by hard copy. All comments, attachments, and other material must identify the Agency name and the OSHA docket number for the ICR (Docket No. OSHA-2010-0021). You may supplement submissions by uploading documents electronically. If you wish to mail additional materials in reference to an electronic or facsimile submission, you must submit them to the OSHA Docket Office (see the section of this notice titled “ADDRESSES”). The additional materials must clearly identify your electronic comments and include your name, date, and the docket number so the Agency can attach them to your comments.

Because of security procedures, the use of regular mail may cause a significant delay in the receipt of comments. For information about security procedures concerning

the delivery of materials by hand, express delivery, messenger, or courier service, please contact the OSHA Docket Office at (202) 693-2350, (TTY (877) 889-5627).

Comments and submissions are posted without change at [www.regulations.gov](http://www.regulations.gov). Therefore, OSHA cautions commenters about submitting personal information such as social security numbers and dates of birth. Although all submissions are listed in the [www.regulations.gov](http://www.regulations.gov) index, some information (e.g., copyrighted material) is not publicly available to read or download from this website. All submissions, including copyrighted material, are available for inspection and copying at the OSHA Docket Office. Information on using the [www.regulations.gov](http://www.regulations.gov) website to submit comments and access the docket is available at the website's "User Tips" link. Contact the OSHA Docket Office for information about materials not available from the website, and for assistance in using the Internet to locate docket submissions.

## **V. Authority and Signature**

Dorothy Dougherty, Deputy Assistant Secretary of Labor for Occupational Safety and Health, directed the preparation of this notice. The authority for this notice is the Paperwork Reduction Act of 1995 (44 U.S.C. 3506 *et seq.*) and Secretary of Labor's Order No. 1-2012 (77 FR 3912).

Signed at Washington, DC, on May 8, 2017.

**Dorothy Dougherty,**  
*Deputy Assistant Secretary of Labor for Occupational Safety and Health.*

## **BILLING CODE 4510-26-P**

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